



Technical Report

Development and Establishment of the Standards & Conformance Portal, Phase II

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Prepared for

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Preface

This report is the result of the technical assistance provided by the Economic Modernization through Efficient Reforms and Governance Enhancement (EMERGE) Activity, under contract with the CARANA Corporation, Nathan Associates, Inc., and The Peoples Group (TRG) to the United States for International Development, Manila, Philippines (USAID/Philippines) (Contract No. AFP-I-00-03-00020-00 Delivery Order 800). The EMERGE Activity is intended to contribute towards the Government of the Republic of the Philippines (GRP) Medium Term Philippine Development Plan (MTPDP) and USAID/Philippines' Strategic Objective 2, "Investment Climate Less Constrained by Corruption and Poor Governance." The purpose of the activity is to provide technical assistance to support economic policy reforms that will cause sustainable economic growth and enhance the competitiveness of the Philippine economy by augmenting the efforts of Philippine pro-reform partners and stakeholders.

The Director of the Department of Trade and Industry (DTI) Bureau of Product Standards (BPS), Director Jesus Motoomull, requested EMERGE assistance by letter dated July 12, 2006, to establish a Standards and Conformance (S&C) Portal to help increase the compliance of the business community with the commodity standards and technical regulations of the Philippines and of the country's major trading partners. The task was undertaken in two phases:

Phase 1: Specification of the Functional and System Design of the S&C Portal

Phase 2: Development and Establishment of the S&C Portal

Upon the successful completion of Phase 1, which was the subject of an earlier report, Director Motoomull requested continued EMERGE assistance for Phase 2 by letter dated December 15, 2006. Mr. Oliver A. Malabanan, an information technology specialist, was contracted as the lead consultant for both tasks. This is his final report for Phase 2.

The views expressed and opinions contained in this report are those of the author and are not necessarily those of USAID, the GRP, EMERGE or the latter's parent organizations.

Terminal REPORT

**Development and Establishment of the S&C Portal
EMERGE Technical Assistance Phase II**

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1.0 Introduction

1.1. Background of the Technical Assistance

The Director of the Bureau of Product Standards (BPS), Director Jesus Motoomull, requested the assistance of EMERGE in increasing the compliance of the business community with the standards and technical regulations of the Philippines as well as that of the country's major trading partners. Philippine manufacturers, producing for the local market have to comply with the country's standards and technical regulations. Likewise, Philippine exporters have to conform to their export markets' standards and technical regulations before their products are allowed entry.

Philippine exporters often face red tape and bureaucratic difficulties when introducing their products into a new market. Different countries have different regulations governing the technical requirements for products and can be difficult and expensive for exporters to understand and comply with these regulations. In the light of the continued refinement of the WTO Agreements on Technical Barriers to Trade (TBT), TBTs still continue to exist and impose unnecessary and significant costs on producers and exporters. TBTs come in the form of technical regulations, standards and conformity assessment procedures.

While compliance with standards is voluntary, this is not so for technical regulations. The latter are mandatory measures required by government to ensure that products do not adversely affect legitimate public policy concerns, such as the protection of human health and safety and the environment. An export product will be denied entry for non-compliance with technical regulations.

The increasing use of technical regulations along with the successive reduction in tariffs and their impact on market access have resulted in TBTs becoming one of the major impediments to the international flow of goods. Philippine exporters encounter a number of difficulties in complying with the standards and technical requirements of their export markets.

First, there are no available national inventory of technical regulations, standards and conformity assessment procedures affecting exports. Oftentimes, queries remain unanswered due to one or more of the following reasons: (i) information is not known to the agency receiving the query; (ii) level of implementation at the national level itself is low; (iii) regulation has not been updated in relation to related or referred standards as and when they are revised.

Second, there is no mechanism for involving the business community in making comments on national and foreign notifications from the WTO about TBT. The TBT Agreement contains transparency provisions that seek to reduce discriminatory or trade restrictive measures at an early stage in the regulatory process, so that the Philippine industries are not faced with unnecessary obstacles to trade. Transparency in this context is closely linked with notification requirements. Thus, concerned stakeholders are urged to request copies of texts of the proposed measures, review and comment on those areas that may have an impact on international trade.

To assist Philippine exporters comply with the requirements of importing countries, it is essential that these stakeholders have extensive access to information about standards, both national as well as international, and various regulations relating to trade. Likewise, the BPS, as the National Standards Body of the Philippines and the National Notification Authority and Enquiry Point under the WTO TBT Agreement, needs to upgrade its existing IT equipment to disseminate information in order to fulfill its obligations and benefit from the TBT notification provisions.

In response to the request of Dir. Jesus Motoomull, EMERGE has been providing technical assistance (TA) to the Bureau of Product Standards (BPS) since early 2006. EMERGE TA comes in two phases.

Phase 1 – Development of Specifications for the S&C Portal

Phase 2 – Development and Establishment of the S&C Portal

Phase 1 has been concluded in December 2006. It involved the specification of the functional and systems design of the standards and conformance (S&C) portal. In coming up with the functional and systems design, an assessment was first made on the current procedures and practices of the BPS in providing its services to the business community. Improvements on how to better address the business community's needs were then incorporated into the design of the portal.

The complementary assistance agreed upon by EMERGE and ECA led to the decision of a single supplier for the portal for BPS. SYSTEMA Computer Solutions Corp. (SYSTEMA) was contracted by EMERGE and ECA to develop the S&C Portal. SYSTEMA will use a product called JOOMLA. While JOOMLA is an open source software, provides a rich application framework for any customization that is required.

After the successful completion of Phase 1, Dir. Motoomull requested EMERGE to continue with its TA. The implementation of Phase 2 is necessary in order to realize the objectives of the TA.

Phase 2 of TA developed the S&C portal specified in Phase 1. The BPS will host and run the portal and its services. The hardware requirements of the portal will be funded under the Bangko Sentral ng Pilipinas (PSP) Export Promotion Fund.

1.2. Objectives and Components of the Technical Assistance

As an implementing activity of the Phase 1 Technical Assistance, Phase 2 Technical Assistance aims to:

1. To develop the S&C portal following the specifications and design developed under Phase 1;
2. To encode and covert the documents, databases and other records on standards and technical regulations into forms that can be migrated and loaded into the portal;
3. To enhance the capability of the Philippine National Technical Barriers to Trade Coordinating Committee;

The Phase 2 Technical Assistance is divided into four (4) components:

Component 1:

Systems Development and Customization (see Section 1.2.1 and 2.0)

Component 2:

Data Conversion and Content Development (see Section 1.2.2 and 4.0)

Component 3:

Enhancement of the Capability of the Philippine National Technical Barriers to Trade Committee (TBTCom) (see Section 1.2.3 and 5.0)

Component 4:

Pilot Testing and Launching of the Portal (see Section 1.2.4 and 6.0)

With only a five (5)-month duration for the assistance, components 1, 2 and 3 were implemented simultaneously and the launching of the portal (component 4) scheduled at the end of the TA.

1.2.1. Systems Development and Customization

Phase 1 of TA has identified seven (7) major systems for the portal: (i) content management system; (ii) database management system; (iii) notification/alert and commenting system; (iv) catalogue on-line or library system; (v) document management system; (vi) message forums and (vii) web store. Based on the agreed division of scope of TA between EMERGE and ECA in Phase 1, for Component 1 of Phase 2 TA, EMERGE covered the development of systems (iv) to (vii).

SYSTEMA made available the portal in progress 24x7 to BPS during the duration of the Phase 2 TA for BPS' regular review and assessment of the portal. BPS' assessment is an important element to expedite the necessary adjustment and corrections needed in the S&C Portal.

Similarly, the implementation of the payment gateway which depends on the completion of negotiations of BPS with its chosen payment gateway provider was agreed to be given a cut-off period of April 30, 2007 to give the supplier of the portal lead time to implement and test the payment gateway. Thus, web store capability will be limited to online ordering should the payment gateway not be available by April 30, 2007.

1.2.2. Data Conversion and Content Development

The portal is dependent on the value and quality of its information content. The contents come in three (3) types: database, documents and articles. These three will be processed, encoded and converted into forms that can be loaded and migrated to the portal.

Component 2 of the TA includes the following activities: (i) inventory of existing resources (databases and documents) at the BPS; (ii) re-writing and creation of new content; (iii) digitization of existing documents; (iv) conversion of existing databases; (v) indexing of the Philippine National Standards (PNS); and (vi) migration of resources into the portal.

To reduce the risk on the TA, data, document and content conversion and migration into the portal (Component 2) was limited to those that BPS prepared and submitted to EMERGE. The inventory of content, databases and Philippine National Standards (PNS) that were migrated into the portal depended on the availability of these resources to EMERGE.

1.2.3. Enhancement of the Capability of the Philippine National Technical Barriers to Trade Committee (TBTCom)

The establishment of the Philippine National TBT Coordinating Committee is part of the country's commitment to the WTO Agreement on TBTs. The Committee will be one of the primary users of the portal. To establish and enhance the capability of the TBTCom, EMERGE assistance came in the form of support of/for the following:

- a. Workshops and meetings to organize the National TBT Coordinating Committee
- b. Drafting of the Memorandum of Agreement (MOA) among the members of the National TBT Coordinating Committee to ensure their commitment to the work of the committee.
- c. Preparation of the National TBT Coordinating Committee Manual of Procedures
- d. Formation of a network of Technical Experts that will provide comments on the proposed standards, technical regulations and conformity assessment procedures by other WTO members.

1.2.4. Pilot Testing and Launching of the Portal

As the portal was being developed, the S&C Portal Steering Committee members were given access to the portal for them to comment and evaluate its features and functionalities. Several pilot testing sessions were conducted in May 2007 with the Steering Committee, representatives from exporters, and BPS Action Teams.

The portal was successfully launched on June 28, 2007 attended by DTI Secretary Peter Favila and USAID Acting Mission Director Daniel Moore II, and around 400 Exporters. The number of calls and inquiries in BPS about the official public release of portal and the several interests for the portal to be road-showed to the different regions and industry organizations proved the importance of the S&C portal to its stakeholders

1.3. Other Highlights of the Technical Assistance Phase II

To reduce the possible risk concerning development delay in the S&C Portal, EMERGE extended its assistance to SYSTEMA to expedite some of their development activities and to possibly reduce the hurdles that are surfacing affecting the development of the S&C portal:

- a. Development of their Gap-Analysis Report
- b. Hardware Proposal
- c. Database Design
- d. Development of feature prototypes

To bridge the gap between the International Classification Code (ICS) being used by the BPS and and Harmonized System (HS) being used by the business community, a concordance between the two classification systems must be in place. With the concordance implemented in the Portal, product search between HS and ICS would be made possible.

Thus, BPS formed the HS-ICS Concordance Task Force composed of representatives from the following government agencies:

- a. Bureau of Product Standards (DTI-BPS)
- b. Bureau of Export Trade Promotions (DTI-BETP)
- c. Bureau of Food and Drugs (DOH-BFAD)
- d. Bureau of Customs (DOF-BOC)
- e. Bureau of Agricultural and Fisheries Products Standards (DA-BAFPS)
- f. Tariff Commission (TC)
- g. National Statistical Coordinating Board (NSCB)
- h. National Statistics Office (NSO)

This concordance effort is the first attempt of the government to harmonize the HS and ICS product codes.

1.4 Expected Outputs

Outputs of the Phase 2 TA include:

- a. The S&C portal
- b. MOA on the TBT Committee (see Appendix A and B)
- c. Network of technical commentators and advisers on standards and technical regulations (see Appendix D)
- d. Guidelines on commenting on WTO notifications on standards and technical regulations (see Appendix C)

1.5 Composition of the EMERGE Technical Team

EMERGE hired the services of the following to work on the different components of the TA:

Oliver Malabanan – Project Team Leader.

Component 1: Systems Development and Customization

Joanne Samuya Albert Acejo

Component 2: Data Conversion and Content Development

Joanne Samuya	-Database Development and Migration
Albert Acejo	-HS-ICS Concordance Database
Ronald Semilla	-Philippine National Standards
Fraly Barin	-Content Development & Migration
Lourdes Noveno	-Database of Trade Information Resources

Component 3: Enhancement of the Capability of the Philippine National Technical Barriers to Trade Committee (TBTCom)

Lourdes Noveno Evelyn Aban

Component 4: Pilot Testing and Launching of the S&C Portal

All members of the team

2.0 Systems Development and Customization

During the Phase 1 of the Technical Assistance, the overlap of assistance between EMERGE and ECA led to the decision of a complementary assistance and a single supplier to develop the S&C Portal. With this, SYSTEMA Corp. as the contracted supplier for ECA became the chosen supplier for EMERGE.

Part of the pre-Phase 2 activities conducted in preparation for the development of the S&C Portal is SYSTEMA's evaluation of the features and functionality of the S&C portal against the capability of the technological platform and portfolio. Several meetings were held with BPS and SYSTEMA to discuss the scope of work and the expectations on the features and functionalities of the S&C Portal. EMERGE documents pertaining to the identification of features and functionalities of the S&C portal were transmitted to SYSTEMA for their review and drafting of proposal and project costing for EMERGE.

As part of reducing the risk in the development of the S&C portal, an Alpha, Beta and Gamma Prototypes were identified to provide a venue for the S&C Portal Steering Committee and BPS to evaluate the portal and made the necessary comments and evaluation. Specifically:

a. Alpha Prototype

Will demonstrate the skeletal structure of S&C Portal and the draft functionalities and functions highlighting the following facilities:

- Content Management System
- Alert and Notification System
- Document Management System
- Message Board (or Message Forums)
- User Profiling via My S&C
- Search Mechanism

b. Beta Prototype

Enhanced Alpha Prototype with the addition of the following facilities:

- Online Database and Data Management Functions
- Central Inquiry and Complaint Center

c. Gamma Prototype

Version 1.0 of a Complete and Fully Integrated S&C Portal, requiring adjustments to be ready for launching on June 2007

2.1. Features of the S&C Portal

In order to keep the business community aware of different facets related to standards and conformance, facilities should be in place for the proper publication of information and data. To elicit the business community's participation, it is important that aside from awareness, enough facilities are provided for them to react and involve themselves in the standards and compliance efforts. The establishment of community-building facilities that allows involvement of the business community as well as other agencies maximizes the gathering and generation of new information from all sectors involved in the standards and compliance endeavor.

None of these participative and involvement eliciting features would be beneficial should BPS not be able to transform information generated through all these exchanges to new and updated information in the portal. This necessitates that enough tools and facilities are available to BPS in order to update and create new information.

Systems, Features and functionalities were identified during the Phase 1 of the TA. These include:

- a. Content Management System (CMS)
- b. Document Management System (DMS)
- c. Online Database and Database Management
- d. Alert Notification and Commenting Facility
- e. Content commenting and Valuation
- f. Message Forums (or Message Boards)
- g. Online Complaints and Inquiry Center
- h. Web Store
- i. Search Mechanism

These facilities were implemented during the Phase II and were presented and launched on June 28, 2007.

2.1.1. Content Management System (CMS) and the Document Management System (DMS)

The content management system offers facilities for BPS to create rich content and able to organize the portal to suit stakeholders requirements. Unlike the current BPS portal, the S&C Portal's CMS enabled each Action Teams (AT) to take a more participative role in content production, monitoring and maintenance by allowing them access to content publication facilities.

Integrated with (DMS), action teams can create new content and documents in the DMS. With the DMS features of monitoring creation, edition and approval process, BPS content can be controlled and officially approved before its publication in the CMS.

2.1.2. Online Database and Database Management

The online databases that were implemented in the S&C Portal include:

Philippine National Standards Catalog
Technical Barriers to Trade Database
Trade-Related Information Resources
Philippine Standard (PS) and Import Commodity Clearance (ICC) Licensees
Products under Mandatory Certification
Accredited Laboratory and Testing Centers
Accredited Conformity Assessment Bodies
ISO 9000 and 14000 Certified Companies
Products Index Database (ICS & HS)
Accredited Assessors
Accredited Private Emission Testing Centers (PETCs)
BPS Technical Committees
Library Holdings and Catalogs
Local and Foreign Alliances
Trade related-Laws and Regulations

These databases were implemented with cross-search functionality that allows users to navigate through the records within and across databases.

In order for BPS to maintain the quality and reliability of its data in the S&C Portal, facilities to manage databases and records are also provided in the portal. Through forms developed by SYSTEMA, records could be maintained with ease.

2.1.3. Alert and Commenting Facility

Alerts in the portal push important information to the stakeholders. Aside from this facility, the portal provided for a way for stakeholders to give their reaction and comments to either standards or TBT notifications. It is important that these concerns are considered before any regulations are finalized. This online commenting facility captures stakeholders' point of view and concerns, which allows BPS and its network of other agencies and experts to make necessary consideration to any proposed regulation or position to foreign TBTs.

2.1.4. Content Commenting and Valuation

Content and feedback is necessary for the continuous improvement and generation of updated, more relevant and responsive information publication. The S&C Portal provided a venue for stakeholders to value and comment existing content. With BPS capable of capturing this important and valuable feedback, it can objectively adjust and configure the portal to meet these information demands.

2.1.5. Message Forums

A community-building feature that will be incorporated in the portal is the Standards and Conformance Forum (or message board). Just like any forum, the S&C Forum was designed and implemented to house a number of forum subjects particularly related to standards and conformance. In a forum, members of the community exchange ideas, commentary, questions and answers, and suggestions. This promotes an open communication regarding various concerns of the members of the business community. Not only that the forum opens voices to different members of the business community, it also becomes a good source of data for BPS in their pursuit for delivering better, up-to-date and responsive information service to its stakeholders.

2.1.6. Online Complaints and Inquiry Center

The portal will not be able to meet all the concerns and answer all the questions of the stakeholders. In order to capture systematically specific concerns and inquiries of stakeholders, an online complaints and inquiry center has been identified that will also allow BPS to manage the processing and status of any complaint and inquire of its stakeholders.

In the pursuit of better service to its stakeholders, it is important that BPS not only capture these concerns but also manage the process of addressing these concerns by being able to route to appropriate agency personnel (or partner agencies) and keep track of solutions and actions taken by the Bureau.

As an integral part of the portal, unlike the usual email method to capture, handle and address concerns and inquiries, the facility provides for a more systematic way to capture, monitor, and keep track of generated information and knowledge (that may be relevant to the entire community) from these kinds of transactions.

2.1.7. Web Store

In the context of trade facilitation, the sale of Philippine National Standards online aims to reduce the cost of access of the business community to existing standards being imposed in the Philippines. With facilities to electronically pay and get access to an electronic version of the Philippine National Standards, companies don't need to spend cost in going to Manila just to buy standards. At the time of the TA, only online ordering was completed. Online payment was agreed to be implemented after the TA as soon as BPS has completed its negotiations with LandBank and G-Cash.

2.1.8. Searching and the role of a Multiple Indexing System

In aid of the different roles and intentions of stakeholders in harvesting information from the portal, a multiple indexing system was implemented to provide a way for dimensions of content published in the portal to be searched. Similar to the multi-indexing system used in a typical library, content in the portal (aside from indexing based on type of audience) will be tagged with index values representing the context of the content.

2.1.9. Support for the National TBT Coordinating Committee

The S&C Portal opens doors to the possible cooperation activities of the to-be established National TBT Coordinating Committee composed of other government agencies, industry associations, expert communities, the business and academic community. In order to facilitate these activities, the portal provides them access to the Document Management System, forum and shared calendar facilities.

This method is similar to facilities offered by ISO to its network of members and partners. Members of the committee is given facilities where they could look at existing materials and documents, discuss with other members, create new documents, comment on efforts already been made by the committee he/she belongs. With integration of the portal to the BPS mailing system, distribution of new information to affected committee members could actively be done.

Even if intended for the use of the TBTCOM, the same feature set was intended for the use of Technical Committees of the Standards Development Division and committees formed by the Product Certification group in the conduct of their respective mandates of developing standards and implementing guidelines for these standards.

2.2. Alpha Prototype Presentation

The presentation of the Alpha Prototype was successfully held on May 2, 2007 to the S&C Portal Steering Committee. As the skeletal prototype, the Steering Committee was able to understand the structure of the portal and the major facilities that it will include to answer the concerns of Philippine exporters. The committee's comments and suggestions were duly noted for immediate adjustment of SYSTEMA.

Also, a trial run of the portal was held on May 18, 2007 to elicit more feedback from exporters.

2.3. Beta Prototype Presentation

The BETA prototype was presented by SYSTEMA to the S&C Portal Steering Committee on May 8, 2007. Several comments were received particularly on the databases. Adjustments to the Alpha prototype were already implemented. With the several comments regarding the access to the online databases, a meeting was held with SYSTEMA together with BPS on May 11, 2007. Together with the database team of EMERGE and SYSTEMA, database concerns were immediately resolved.

2.4. Gamma Prototype Presentation

The Gamma presentation of the S&C Portal was held last May 18, 2007. Representatives from each Action Team of BPS as well as the members of the S&C Portal Steering Committee attended the presentation. SYSTEMA presented the S&C Portal and several comments and suggestions were raised. Areas of discussions were on the Security of the PNS Documents, Manual and Online Ordering and Payments of PNS as well as the Alert System.

The second Gamma presentation to the Steering Committee was held on June 1, 2007. In preparation for the presentation, SYSTEMA has opened all the facilities of the portal for evaluation. Comments from EMERGE and BPS were daily submitted to SYSTEMA. SYSTEMA has diligently clarified some of the comments and adjusted the portal. During the presentation, concerns over the facilities, especially those of the TBT Alerts and access to foreign information resources, were raised. Anticipating these issues, EMERGE Team has prepared back-up facilities way before the Alpha Prototype presentation which were shown to the Steering Committee.

2.5. Web Store and Online Payment

EMERGE extended assistance to BPS in their negotiation with a payment gateway to deliver online payment service to the S&C portal. Their negotiations with the LandBank were all attended by EMERGE together with SYSTEMA to iron out both administrative and technical issues to the implementation of Online Payment.

In the evaluation of the LandBank of the financial viability of their engagement with BPS, it showed that in order to qualify BPS to engage in an online payment service with LandBank, BPS has to include the online

payment of its ICC and PS licenses. Since this is not part of the TOR of the S&C portal with EMERGE and SYSTEMA, BPS was requested to make a separate arrangement with SYSTEMA for whatever additional facilities needed in order to implement online payment for ICC and PS licenses.

The negotiation with LandBank was not able to meet the deadline of April 30, 2007 and the extended deadline of May 18, 2007 for the implementation of online payment on the EMERGE TA. It was then decided (as part of the provision of the contract of SYSTEMA) that online ordering would be implemented, with online payment included in the S&C portal outside the EMERGE TA.

BPS likewise saw the possible failure in the negotiation with LandBank that it decided to pursue negotiation with Globe's G-Cash for online payment. Separate negotiation with SYSTEMA was arranged by BPS in order for these facilities to be implemented in the S&C Portal outside the EMERGE TA.

2.6. Assistance of EMERGE to SYSTEMA to expedite the Development of the S&C Portal

To reduce the possible risk concerning development delay in the S&C Portal, EMERGE has extended its assistance to SYSTEMA to expedite some of their development activities and to possibly reduce the hurdles that are surfacing affecting the development of the S&C portal:

- a. Development of their Gap-Analysis Report
- b. Hardware Proposal
- c. Database Design
- d. Development of feature prototypes

2.6.1. Concern of the Gap-Analysis Report

BPS requested the assistance of EMERGE in the evaluation of the Gap-Analysis Report of SYSTEMA for ECA. EMERGE extended its assistance by giving its comment and suggested improvements to the Gap-Analysis Report. This extended assistance has proven to be a worthy effort to take since it surfaced some possible causes of the problems facing the development of the S&C Portal.

Discussing its comments with BPS, EMERGE has decided to extend its existing assistance with SYSTEMA. The approval of the Gap Analysis report of SYSTEMA took about four (4) weeks. BPS reported to EMERGE that it is already being used to justify the delay in the development of the S&C portal, EMERGE together with BPS clarified with SYSTEMA that in no way that the Gap Analysis Report to ECA delay the development of the S&C Portal primarily because the features and functionalities for the S&C Portal has been defined at the onset of contracting SYSTEMA. This makes the submission of the Gap Analysis Report to ECA a formality rather than a hurdle to the development of the portal.

2.6.2. Hardware Proposal

As part of the effort to eliminate possible hurdles to the development of the Portal, EMERGE assisted SYSTEMA in the preparation of the proposal for the hardware to the Export Promotion Fund. EMERGE was involved in the evaluation of its hardware proposal since changes in the original hardware portfolio may have an effect on some of the features of the portal.

Part of the modified mechanics in the distribution of sold PNS considering constraints of the hardware is the provision of downloading the PNS instead of emailing to the buyer.

2.6.3. Database Design

EMERGE Consultant has decided to keep the output of the S&C Technical Team transparent to SYSTEMA. To expedite the future migration of data by the S&C Technical Team, a database was developed where data collected from various sources (e.g. Word, Excel) were transferred and converted. It is through this database that the S&C Technical Team can check for the completeness of data as well as standardize the data sets before migrating it to the S&C Portal. In this regards, this database and its design was transmitted to SYSTEMA for their considerations as well as use the data contained in it as part of its test data set.

2.6.4. Development of feature prototypes

Aside from the database, EMERGE developed screen prototypes and applications that will demonstrate important features that should be present in the S&C Portal. This not only proves the feasibility of the features to be developed but as well as a further attempt to address the problems in the development of the portal. These were transmitted to SYSTEMA for their consideration.

Furthermore, with the observed delay in the development of the portal, the EMERGE technical team researched on available tools and technologies that could expedite the development of features related to databases. In the research made by the technical team, Cake PHP was found to be a compatible tool with Joomla that can be used to rapidly develop database maintenance facilities of the portal. This was presented to SYSTEMA as a suggestion and was soon evaluated by them as favorable and indeed can rapidly deliver data management facilities.

3.0 HS-ICS Concordance

To bridge the gap between the differences in product classifications familiar to BPS (ICS) and Philippine exporters (HS), a concordance between the two classification systems must be in place. With the concordance implemented in the portal, product search between HS and ICS would be made possible.

To develop the concordance, BPS formed an HS-ICS Concordance Task Force composed of representatives from the following government agencies:

- a. Bureau of Product Standards (DTI-BPS)
- b. Bureau of Export Trade Promotions (DTI-BETP)
- c. Bureau of Food and Drugs (DOH-BFAD)
- d. Bureau of Customs (DOF-BOC)
- e. Bureau of Agricultural and Fisheries Products Standards (DA-BAFPS)
- f. Tariff Commission (TC)
- g. National Statistical Coordinating Board (NSCB)
- h. National Statistics Office (NSO)

This concordance effort is the first attempt of the government to harmonize the HS and ICS codes. The task force sees the value of this first attempt benefiting the Philippine exporters who needs to bridge between export codes to standards and conformance codes.

With a clear objective of formulating, validating, correcting the concordance, the Task Force embarked on a long process of developing the HS-ICS Concordance. The TA assisted BPS in the conduct of the task force meetings as well as in the development o the HS-ICS Concordance Database. The task force officially started on February 23, 2007 and completed its work and officially closed on June 19, 2007.

3.1. Methodology

During the first and second meetings of the HS-ICS Task Force, several suggestions on how to conduct the concordance activity were presented to the body to deliberate. To manage the concordance process, it was decided that the concordance be done with ICS as basis and equivalent HS be determined. Furthermore, with the upcoming new version of the PSCC and the enormous amount of codes to be concorded, the task force decided to use HS codes up to the 6-Digit Code Level.

Concerned with the short time frame given the effort and the accuracy required of the concordance, the task force has decided to use the methodology below:

- a. Tariff Commission develop a draft concordance of ICS to HS
- b. The draft concordance will be presented to the Task Force and will be distributed for each member's review (or through their respective experts)
- c. Comments and corrections to the concordance will be collected and encoded
- d. Revised concordance will be submitted back to the Tariff Commission, NSCB and NSO for their coordinated final review
- e. Finalized concordance will be presented to the task force for endorsement to BPS

3.2. Concordance Software

During the first meeting of the HS-ICS Task Force, the task force decided on an initial methodology of developing a suspected concordance document as produced by a software that matches keywords between HS and ICS. EMERGE Technical Team developed this software and produced a suspected HS-ICS Concordance document. This suspected concordance document was presented during the second meeting of the task force and upon the review of the members, the methodology was changed to result to a more manageable concordance to validate (as discussed above).

3.3. Development of the Draft concordance

The Tariff Commission was requested by BPS to be the lead agency to concord the HS and ICS. Being in-charge of developing the initial concordance, the TC requested EMERGE to provide them with a customized concordance form where TC experts could conveniently indicate the equivalent HS. The ICS codes were divided into chapters and were distributed to respective TC experts.

Each expert's concordance was encoded into a database (designed and developed by EMERGE Technical Team), where code errors can be immediately recorded and reported to TC. Resulting draft concordance was transmitted to TC so that errors could be detected and corrected before reporting the concordance to the Task Force.

Draft concordances and immediate corrections were immediately encoded and corrected directly into the HS-ICS database in the S&C portal to eliminate overhead in the recoding and migration of codes by EMERGE. Likewise, the method also allows SYSTEMA to test and validate the engine that will read the concordance for the Alert Systems.

3.4. Validation Process

The members of the Task Force subjected the draft concordance to two validation steps. The first validation was made during the period May 10-17, 2007 (by all the members of the Task Force) and another validation was conducted during the period June 13-18, 2007 (by the team of TC, NSCB and NSO). Throughout the concordance period, the Tariff Commission made three (3) validation process of the draft concordance before its final review with the NSCB and NSO.

3.5. Results and Recommendations

The resulting concordance is as follows:

- Total ICS Codes matched – 725 (out of 1340)
- Total HS Codes matched – 4,501 (out of 18364)
- Total ICS not matched – 615
- Total HS not matched – 13,863

54% of the ICS codes were concorded to HS and only 24% of the HS Codes were concorded to ICS. It was identified during the concordance that several categories in the ICS codes are not products of trade and likewise some products of trade in the HS don't have corresponding classifications in the ICS. The 24% HS concorded to the ICS was also due to the expert's exclusion of some products not of usual trade by the Philippines. The short timeframe for the concordance only allows the concordance of HS to ICS on familiar products of trade by the Philippines.

In the final review of the NSCB and NSO of the HS-ICS Concordance, it shows that the concordance cannot be used for statistical purposes. Primarily to be used for bridging HS and ICS coded contents and TBTs, the concordance could have been endorsed for official adoption for statistical purposes should there be more time to reverse the process to check for its statistical readiness.

The methodology used for the concordance uses the ICS as the base code with corresponding HS codes being identified. This resulted to one (1) ICS Code concorded to several HS Codes, an acceptable and foreseen result primarily to the comprehensiveness of the HS classifications compared to the ICS classifications.

With only one direction concordance, review was done on the validity of the ICS to HS codes. The reverse concordance was not reviewed resulting to the occurrence of several HS codes on different product categories matched to the same ICS codes. Although for purposes of matching content, this is a valid, for statistical purposes, this will not be acceptable. 1,800 of the 4,501 HS codes were identified to have this situation.

The NSCB, NSO and the TC concluded that in the timeframe allotted for the concordance, the resulting concordance codes is acceptable and is already a significant effort to match the two classification codes. They recommended that further work needs to be done specifically in conducting a reverse concordance with HS as base code to eliminate the occurrence of concordance flaw to meet statistical requirements. The reverse concordance will take significantly longer time than the conducted concordance primarily due to the enormous number of HS codes to be reviewed individually.

4.0 Data Conversion and Content Development

The S&C portal requires data, content and documents to be gathered, prepared, processed and converted to the format acceptable to the portal. In order to do this, the component was sub-divided into the following sub-components:

- a. Database Development
- b. Content Inventory and Migration to the Portal
- c. PNS Inventory, Conversion to Electronic Document and Migration to the Portal

4.1. Database Development

The existing data sets of BPS could be found on several Word and Excel documents. The use of a database not only allows a structured storage of the data needed for the portal but as well as allowing relationships between data sets to be created, resulting to a rich cross-searching facility in the S&C portal.

SYSTEMA is in-charge of coming up with the database design that will meet the requirements of the S&C Portal facilities. In order to prepare the current data sets of BPS for migration to the portal, these documents needs to be converted into a database format. EMERGE Technical team is in-charge of collecting existing data sets of BPS and converting them into a format suitable for migration to the portal's database. Furthermore, in order for the relationships between databases to work, standardization and cleaning of data sets is necessary.

The output of the EMERGE Technical team has been successfully migrated and tested in the S&C portal.

4.1.1. Methodology

In order to guide the activities concerning the development and migration of data sets into the portal, the following steps were identified and conducted by the EMERGE Technical Team:

- a. Gathering of existing word and excel documents from Action Teams representing the data sets needed for the S&C portal
- b. Consultations with the Action Teams regarding the interpretation of the data sets
- c. Converting of all the data sets into worksheet documents following the database design of SYSTEMA.
- d. Migration of the worksheets to a local database for cleaning and validation of relationships
- e. Migration of the local database to the S&C Portal Database

4.1.2. Database of Trade Information Resources

BPS has no database of Trade-related Information Resources. The EMERGE Technical Team harvested several resources from the Internet focusing on information related to product of trade to the top 10 trading partners of the Philippines. These countries are: Australia, China, European Communities, Hong Kong, Japan, Malaysia, South Korea, Singapore and Taiwan.

Available information on regulations, import procedures, standards, conformity assessment procedures, testing requirements and procedures on products relevant to the export of Philippine products to the above-mentioned countries were harvested and placed in a matrix for the review of BPS.

The matrix was also converted to database format, indexed and coded with appropriate ICS codes to facilitate search on the database by product. 485 information resources were harvested by the EMERGE Technical Team as an initial data set for the S&C portal.

4.1.3. Highlights of Database Development

At the start of the TA, the EMERGE technical team gathered all the word and excel documents from Action Teams and special attention was made on the data sets regarding the Philippine National Standards.

With the delays encountered with SYSTEMA's delivery of its deliverables, the EMERGE technical team decided to do a draft database design so as not to delay its work in the conversion and formatting of the BPS data sets. The technical team installed free software tools to expedite the process of conversion, formatting, standardizing and migration of the BPS data sets.

In order to do the conversion and re-structuring of the data sets to fit database formats, consultations with the Action Teams were conducted to understand the nature of the data and come up with appropriate database structures to fit the data set as well as provide the means for relationships to be established between the different BPS databases. The availability of the database structure of the old BPS Standards Information System developed by Fujitsu-WeServ helped in the identification of a suitable database structure for the S&C portal. Similarly, the availability of the database structure from the software used by the Certification Division of BPS also helped in the identification of the suitable database structure for the ICC and PS license holders database.

Worksheets were prepared following the draft database structure in order to facilitate the activity of cleaning, standardization and formatting of the data sets. The unsystematic encoding of data sets, commonly observed in organizations not using an actual database posed a challenge for the EMERGE technical team to standardize data. Standardization of data is needed so that there could be a single interpretation of the same data. Consultations with the Action Teams were needed in order to come up with the standard code representing some data sets.

In order to check the consistency of the transformed data sets with the original data sets, the worksheets were converted to MySQL format. In this way, the Technical Team could write SQL codes and some programs to test the reconstruction of the original data sets from the converted data set version.

With all the data sets converted into database format, relationships among the different databases were identified. The identification of relationships between database was a big challenge for the EMERGE Technical Team.

Relationships were initially perceived to be easily identified using the ICS as the primary connector between databases. Analysis of the existing data sets shows that that some of the data sets are and cannot be ICS tagged. The

EMERGE Technical Team through consultations with BPS determined the possible connections between the databases and evaluated the needed modification in the design to meet the identified connections.

At this stage, EMERGE Technical Team's database development is ahead of SYSTEMA's development of data management facilities of the S&C Portal. To assist them expedite their development, the worksheets and local database (including actual data) were all transmitted to SYSTEMA for their evaluation and possible adoption.

Since the final database design lies with SYSTEMA, the Technical Team coordinated with them for any adjustments needed in the current database format of EMERGE. The EMERGE technical team expects that considerations for the technology portfolio being used by SYSTEMA and access speed will affect database design such that its strategy of having a local version of the S&C portal database proved to have worked when adjustments were requested to be made. EMERGE closely coordinated with SYSTEMA on any database design changes and quickly adjust the data sets to fit these adjustments.

While working on the adjustments, EMERGE continuously test the relationships between databases to ensure that even with the adjustments, original data sets could still be reconstructed as well as relationship identified between databases is preserved. The EMERGE Technical Team develop programs and SQL codes to test the cross-search facility of the S&C portal. These were all shared with SYSTEMA in the attempt to assist them in the development of the cross-search facility of the S&C portal.

With the database design stabilized in June 2007, EMERGE Technical Team re-migrated its data set to the S&C Portal database.

4.2. Content Inventory and Migration to the Portal

BPS content needs to be migrated from the old BPS website into the S&C Portal. This necessitates that the existing content be gathered, properly formatted and indexed in order to be usable and searchable in the new portal.

Content comes in the form of articles, write-ups, documents and forms, diagrams and other materials of interest of the stakeholders of the S&C portal. The EMERGE Technical team gathered submitted content by BPS and with the portal's Content Management System available for use of EMERGE, the contents were easily migrated and formatted to the S&C portal. To properly index the content, contents were individually reviewed and analyzed for appropriate keywords to be identified.

Images and pictures on content require the harvesting of the original image files and reformatted to fit the S&C portal. Content whose image files cannot anymore be retrieved were re-captured from the source document and processed. To improve the display of some of the content in the portal, some contents were dissected into parts to avoid the long scrolling of the content in the portal.

As a portal, it was necessary for several resources to be harvested and linked to the portal. Sites of different government agencies related to trade were linked to the portal as well as the Internet sites of the different International and National Standards Bodies and their catalogs were also harvested and linked to the portal.

4.2.1. Methodology

In order to guide the activities concerning the content inventory and migration to the portal, the following steps were identified and conducted by the EMERGE Technical Team:

- Coordinate with the different AT heads and staff on the content they would want to be migrated into the S&C portal
- Gather and collect electronic content submitted by each AT
- Format and process electronic content to fit the portal
- Identification of keywords and indexes
- Migration of the content to the S&C Portal's Content Management System
- Restructuring of the portal's menu to organize migrated content

4.2.2. Highlights of Content Inventory and Migration to the Portal

In order to organize collected content from the different ATs, folders were created in the EMERGE workstations to both secure and arrange the electronic documents depending on its source and type. An inventory worksheet was prepared to keep track of the collected content and its identified indexes.

The facility of the S&C portal enabling the seamless "Cut-and-Pasting" of content from Word documents expedited the migration of the content. Collected images and pictures were uploaded into the portal's Media Manager and were easily referred to when its respective content is migrated into the portal. Documents were also uploaded into the portal's DocMan for easy reference by its respective content. Formatting of the content primarily involved the alignment and standardizing of text formats to enhance its presentation in the portal. The portal's facility for encoding index tags for content facilitated the identification of proper country, region, industry, product, ICS, target audience indexes.

A total of 800 electronic content were collected, harvested, formatted and migrated into the portal.

4.3. PNS Inventory, Conversion to Electronic Document and Migration to the Portal

One of the enhancements offered by the S&C Portal is the availability on the Philippine National Standards (PNS) online. This necessitates the conversion of the PNS into PDF and migrating the electronic versions to the portal.

At the start of the TA, the conversion of the PNS has been planned to be bid out to qualified vendors. Since conversion to electronic documents is cost per page, this requires an inventory of the PNS to be conducted to determine the number of pages that will be converted.

In order to do the inventory, the BPS library submitted to EMERGE their existing catalog and inventory of PNS. In this inventory, only 2,000+ PNS were listed. BPS claims that there is an estimated 4,000 PNS. BPS also reported that several formulated PNS are already in PDF and most of the adopted entoto standards from ISO are likewise in PDF.

4.3.1. Methodology

With the above-mentioned facts, an inventory methodology was formulated:

- Gather all the softcopies of the PNS from AT1
- Gather all existing ISO Standards from AT1 and AT7
- Gather all hardcopies made available by AT7 (regardless whether complete with content or cover only)
- Use the existing inventory of AT7 as a starting inventory data
- Verify the existing inventory data from AT7 with the collected hardcopy and softcopies. For any PNS in hardcopy or softcopy that were not listed in the existing inventory, add the PNS in the inventory.

4.3.2. Inventory Results

From the initial 2,000+ PNS listed in the original inventory, ending inventory resulted to 4,368 PNS. This is consistent to the claim of BPS that indeed there is an estimated 4000 PNS already formulated or adopted. From this inventory, the number of existing hardcopies and its total number of pages were identified – 135,00 pages (already considering error factors in the inventory) for conversion to PDF. In the inventory, only 1,841 PNS are expected to be in PDF, with the rest of the PNS identified to be missing.

In the conduct of the inventory and preparation for the conversion of PNS to PDF, several types of PNS were identified:

- a. PNS already in PDF
- b. PNS already in PDF requiring security removal
- c. Adopted ISO Standard in PDF and the conversion of its cover to PDF

PNS of type A were ready for migration to the Portal. PNS of type B requires manual removal of the security feature since it will not allow the electronic watermarking of the PNS. This requires additional processing before it it migrated into the portal. PNS of type C requires the development of a software program that will merge the cover and the content into a single PNS PDF document.

4.3.3. Contracting of Xytron for the conversion of PNS to PDF

A bidding committee was created composed of BPS representatives and the EMERGE Consultant. Several companies were invited for the bidding but only two (2) actually joined the bidding process – Xytron Inc., and Floro Foto. Xytron was awarded the bidding.

On April 23, 2007, the library was informed about the preparations needed for the conversion of PNS to PDF. They were requested to prepare all the PNS concerned and place them in a single location accessible to the vendor that

will convert it to PDF. In order to avoid confusion and organize the conversion process, it is part of the arrangements with the vendor that only PNS placed in the identified location will be scanned.

Xytron started conversion of the PNS to PDF on May 7, 2007 completing 128,000.00 pages at the end of its contract duration on May 31, 2007. During the conversion period, several problems were encountered involving the actual PNS Documents. It has been reported that what the BPS library surfaced on April 25, 2007 were not completely covering the list of PNS identified for conversion. Several PNS were still on stacks or either requiring BPS Library Staff to look and search for the actual documents. Since the searching and surfacing of the remaining PNS will take time and the contract duration of Xytron ending in May 31, 2007, arrangements were made to have the PNS scanned in a latter period and considered covered by the after-sales arrangements. Xytron agreed with the arrangement but requested that the scanning be conducted in the premises of Xytron and not anymore in BPS due to their allocation of the equipment to some of their other projects.

4.3.4. Migration of the PNS to the Portal

Before the PDFs were migrated into the portal, several processing were made in order to automate the identification of the number of pages and subsequently the product code needed for the sale of the PNS. A software program was developed by the EMERGE Technical Team in order to expedite the process and complete post processing of PDFs in two (2) days.

Collected PDF were migrated into the portal as it is completed and verified by Xytron. In order to relate the actual PDF to the database record of the PNS, document IDs were tracked and encoded to the PNS record. Migration efforts were tested by using the Portal to view the PNS record and its associated PNS document.

5.0 Establishment of the National Technical Barriers to Trade Coordinating Committee

Parallel to the technological enhancement of the Bureau of Product Standards to improve the current mechanism for distribution, solicitation of comments and developing of a Philippine position to TBTs affecting Philippine Trade, is the enhancement of the capability of the country's National Technical Barriers to Trade Coordinating Committee (TBTCOM).

Aside from fulfilling the country's commitment to the WTO Agreements on TBTs, the enhancement of the TBTCOM is also seen as a viable support system behind the S&C Portal in order to address Philippine Exporter's concerns on technical regulations.

The TBTCOM's role is critical in the entire process of identifying, reviewing and commenting on proposed measures (Standards, technical regulations and conformity assessment) introduced by WTO members as well as in the preparation of the country's position on trade issues. As such, there is a need to enhance the capability of the TBT Com in providing the direction to the Philippine government for the implementation of the country's commitments to the TBT Agreement as well as other bilateral, regional and multilateral agreements.

In order to organize, establish and enhance the capability of the TBTCOM, several meetings were conducted, with two (2) enhancement seminars that will introduce the TBTCOM to the WTO agreements on TBT and the importance and mechanics of commenting on TBTs coming from WTO member countries. The completion of these activities resulted to the official signing of the Memorandum of Agreement (MOA) (see Appendix A) and Terms of Reference (TOR) (see Appendix B) of the TBTCOM by the various Department Secretaries, Organization and Company Heads/Presidents representing the member bureaus/agencies and offices to the TBTCOM.

5.1. TBTCOM Organization Meeting

On March 7, 2007, representative from various government agencies, industry associations, consumer organization, and the academe convened for the organization of the TBTCOM. A total of seventeen (17) attendees from the government sector and eight (8) from the private sector joined the activity. The government sector attended the activity composed of Bureau of Agriculture and Fisheries product Standards from the Department of Agriculture, Bureau of Food and Drugs and Bureau of Health Devices Technology from the Department of Health, Industrial Technology and Development Institute from the Department of Science and Technology, Bureau of Export Trade Promotions, Bureau of Import Services, Bureau of Import Trade Promotions, Bureau of Product Standards and Foreign Trade Service Corps from the Department of Trade and Industry and National Telecommunications Commission from the Department of Transportation Commission, and the private sector composed of Beverage Industry Association of the Philippines, Chamber of Automotive Manufacturers of the Philippines, Packaging Institute of the Philippines, Philippine Chamber of Commerce Industry, De La Salle University-College of Engineering,

Philippine Product Safety and Quality Foundation, Nationwide Association of Consumer, Inc., Philippine Exporters Confederation, Inc.

The draft of the MOA and TOR of the TBTCOM were presented and discussed. The participants gave their comments on the draft OA and TOR for comments.

5.2. Formation of the TBTCOM

From the nomination submitted for TBTCOM members, the TBTCOM Executive Committee, Technical Committee and Network of Technical Experts were formed. The Executive Committee is composed of five (5) members; the Technical Committee, 14 members; and the Network of Technical Experts, 50 members.

5.3. Presentation of the Revised MOA and TOR and Work Program

The MOA has been revised based from the comments submitted by the TBTCOM members. On April 27, 2007, a total of thirteen (13) nominated TBTCOM members from various government organizations and private sector were convened for a second TBTCOM meeting. The revised MOA and TOR were presented and finalized.

Part of the agenda of the meeting is to introduce the nominated members to the TBTCOM. Eleven (11) principal members and two (2) alternates out of eighteen TBT Com members were present during the meeting. The proposed work program was also presented.

5.4. Orientation to TBT Process and Guidance in the submissions of comments on TBT

On May 10, 2007 TBTCOM members and network of Technical Experts were convened for the 3rd TBTCOM meeting. The meeting was intended to orient the members of the TBTCOM and the network of Technical Experts on the:

- a. Services of the Philippine WTO TBT Inquiry Point
- b. Scope of work of TBTCOM members and Technical Experts
- c. Process Flow and sample of outgoing/incoming TBT notifications
- d. Guide to Industry in the submission of comments on TBT Notifications

5.5. WTO-TBT Awareness Seminar

May 23, 2007, ten (10) TBTCOM members from the government sector, nine (9) from the Private sector and nine (9) technical experts attend the WTO-TBT Awareness Seminar. Agreement on Technical Barriers to Trade, Transparency Procedures in the TBT Agreement, Objectives, Scope of work and composition of National TBT Coordinating Committee and the network of Technical Experts were discussed and presented during the meeting.

5.6. MOA Signing

The endorsed MOA and TOR were routed to all the signatories for their signatures. The signatories include the following:

- a. Secretary Peter Favila for the Department of Trade and Industry (for the Bureau of Product Standards, Bureau of Export Trade Promotions, Bureau of Import Services, Bureau of International Trade Relations, and Foreign Trade Service Corps)
- b. Secretary Arthur Yap for the Department of Agriculture (for the Bureau of Agriculture and Fisheries Standards)
- c. Secretary Francisco Duque for the Department of Health (for Bureau of food and Drugs and Bureau of Health Devices and Technology)
- d. Secretary Leandro Mendoza for the Department of Transportation Commission (for the National Telecommunication Commission)
- e. Secretary Estrella Alabastro for the Department of Science and Technology, (for the Industrial Technology Development Institute)
- f. Mr. Samie Lim for the Philippine Chamber of Commerce and Industry
- g. Mr. Sergio Ortiz-Luis Jr. for the Philippine Exporters Confederation, Inc.
- h. Ms. Elizabeth Lee for the Chamber of Automotive Manufacturers of the Philippines
- i. Mr. Henry Gaw for the Packaging Institute of the Philippines
- j. Mr. Jose Pepito for the Nationwide Associations of Consumers Inc.
- k. Br Armin Luistro, FSC for the De La Salle University
- l. Mr. Jimmy Tang for the Philippine Product Safety & Quality Foundation, Inc.
- m. Mr. Jesus Arranza for the Federation of Philippine Industries

6.0 Pilot Testing and Launching of the Portal

Preparation for the launching was coordinated by BPS, EMERGE and PHILEXPORT. Funding support for the launching was provided by EMERGE and PHILEXPORT.

6.1. Pilot Testing

In preparation for the launching of the portal, several pilot testings were conducted:

- a. EMERGE and BPS Technical Team Testing
- b. Stakeholders' Pilot Testing
- c. BPS Action Team Pilot Testing
- d. Steering Committee Pilot Testing

Aside from the regular tests being conducted by SYSTEMA as the developer of the portal, EMERGE and BPS also conducted their own tests. With the availability of the portal 24x7, testing was practically done everyday. Feedback and comments are immediately transmitted to SYSTEMA.

It was important for the assessment of the S&C Portal to elicit actual stakeholders assessment and experience in using the facilities of the portal. Through PHILEXPORT, several stakeholders including PCCI were invited to test-run the S&C portal. This was held on May 18, 2007. SYSTEMA facilitated the test-run, captured the comments, suggestions and feedback of the stakeholders in using the facilities of the portal. Several Action Teams representatives of the BPS were also invited to give them actual hands-on experience of the portal.

The S&C portal's public facilities will not be useful should BPS not able to populate the portal with relevant and up-to-date content, data and documents. It is equally important that a dry run be conducted with the BPS AT's on the data, content and document management facilities of the portal. The BPS Action Team Pilot Testing was held on May 31, 2007. During the dry run, the action team representatives saw the advantage of the portal to their work and the enhancement to the agency.

The Steering Committee was also requested to attend the pilot testing on June 21, 2007. It was through this pilot test that the Steering Committee was able to see a final run-through of the different facilities of the S&C portal and gave them the venue to identify and comment on the value of those facilities to Filipino exporters. At the end of the pilot test, the Steering Committee gave its launching go-signal for the S&C portal.

6.2. Highlights of the Launching

The S&C Portal was launched during the 2nd Quarter General Membership Meeting (GMM) of PhilExports on 28 June 2007 the Dusit Hotel in Makati (see Appendix ____). It was a very successful event, as shown by the 350 participants who attended, composed of exporters, industry associations and representatives from the academe and government sectors. The number

exceeded the 300 participants originally targeted by EMERGE, BPS and PhilExport. The launching was also covered by the country's leading print and broadcast media, such as ABS-CBN, GMA, Philippine Daily Inquirer, Philippine Star and Manila Bulletin.

Prominent figures during the event were Trade and Industry Secretary Peter Favila, Acting USAID Mission Director Daniel Moore, Mr. Sergio Ortiz-Luis Jr. (PhilExport President), and Mr. Donald Dee (PCCI President). Secretary Favila and Mr. Moore gave separate messages at the opening of the launch. Their talks highlighted the importance of the portal in facilitating trade, improving market access, and reducing business transaction costs for the business community. On the other hand, Mr. Ortiz, in his report delivered during the PhilExports GMM, highlighted the participation of PhilExports in the development and completion of the portal. Two exporters (Concepcion Tanglao of Philippine Resin Industry and Carlos Palad of Chemrez) gave testimonies on their experiences on technical barriers to trade (TBT) and how these have adversely affected their export performance. Both emphasized the importance of the portal as a facility that could provide them with easy access to information on proposed regulations of WTO members that may affect Philippine industry so that industries affected may determine possible impacts and draw up necessary measures. BSP Director Jesus Motoomull made a presentation of the portal. In his speech, he acknowledged and thanked EMERGE and USAID several times for their support and assistance in the development of the portal. A live demo on the functionalities of the portal was made by Oliver Malabanan, EMERGE team leader in the TA.

A kiosk was set up at the registration area. Many of the participants tried using the portal and expressed excitement and satisfaction. Several exporters also have registered on-line in the portal. An industry association also approached Dir Motoomull requesting BPS to give them in-house training on how to use the portal. Dir. Motoomull said that he expects other associations to make the same request. All these are indications of the importance of the portal to the business community.

Appendix A:

Memorandum of Agreement of the National TBT Coordinating Committee

MEMORANDUM OF AGREEMENT STRENGTHENING THE PHILIPPINE NATIONAL TECHNICAL BARRIERS TO TRADE COORDINATING COMMITTEE

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement, herein referred to as the "MOA", entered into by and among:

The **DEPARTMENT OF TRADE AND INDUSTRY, BUREAU OF PRODUCT STANDARDS, BUREAU OF EXPORT TRADE PROMOTION, FOREIGN TRADE SERVICE CORPS, BUREAU OF IMPORT SERVICES, AND BUREAU OF INTERNATIONAL TRADE RELATIONS**, a government agency with principal office at the Trade and Investment Bldg., Sen. Gil J. Puyat Ave., Makati City, represented by the Secretary, **MR. PETER B. FAVILA**, hereinafter referred to as "**DTI-BPS/BETP/FTSC/BIS/BITR**"

The **DEPARTMENT OF AGRICULTURE AND BUREAU OF AGRICULTURE AND FISHERIES PRODUCT STANDARDS**, a government agency with principal office at Elliptical Road, Diliman, Quezon City, represented by the Secretary, **MR. ARTHUR C. YAP**, hereinafter referred to as "**DA-BAFPS**"

The **DEPARTMENT OF HEALTH AND BUREAU OF FOOD AND DRUGS AND BUREAU OF HEALTH DEVICES AND TECHNOLOGY**, a government agency with principal office at San Lazaro Compound, Tayuman, Sta. Cruz, Manila, represented by the Secretary, **DR. FRANCISCO T. DUQUE**, hereinafter referred to as "**DOH-BFAD/BHDT**"

The **DEPARTMENT OF SCIENCE AND TECHNOLOGY AND INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE**, a government agency with principal office at Gen. Santos Ave., Bicutan, Taguig, Metro Manila, represented by the Secretary, **DR. ESTRELLA F. ALABASTRO**, hereinafter referred to as "**DOST-ITDI**"

The **DEPARTMENT OF TRANSPORTATION AND COMMUNICATION AND THE NATIONAL TELECOMMUNICATIONS COMMISSION**, a government agency with principal office at DOTC Bldg., Columbia Tower, Pasig City, represented by the Secretary, **MR. LEANDRO R. MENDOZA**, hereinafter referred to as "**DOTC-NTC**"

The **PHILIPPINE CHAMBER OF COMMERCE AND INDUSTRY**, an industry association with principal office at H.V. dela Costa St., Salcedo Village, Makati City, represented by the President, **MR. SAMIE LIM**, hereinafter referred to as "**PCCI**"

The **PHILIPPINE EXPORTERS CONFEDERATION, INC.**, an umbrella organization with principal office at ITC Complex, Roxas Blvd., Pasay City, represented by the President, **MR. SERGIO R. ORTIZ-LUIS, JR.**, hereinafter referred to as "**PHILEXPORT**"

The **EXPORT DEVELOPMENT COUNCIL**, an agency with principal office at Sen. Gil J. Puyat Ave., Makati City, represented by the DTI Secretary, **MR. PETER B. FAVILA**, hereinafter referred to as "**EDC**"

The **CHAMBER OF AUTOMOTIVE MANUFACTURERS OF THE PHILIPPINES**, an industry association with principal office at 1206, 12th Floor, Jollibee Center, San Miguel Avenue, Ortigas Center, Pasig City, represented by the President, **MS. ELIZABETH H. LEE**, hereinafter referred to as "**CAMPI**"

WITNESSETH

WHEREAS, there is an increasing concern to address the technical barriers to trade experienced by Philippine exporters that are hindering export performance;

WHEREAS, technical barriers to trade (TBTs) translate to added costs and delay in the movement of goods and services relating to goods;

WHEREAS, export revenues are lost to Philippine exporters every year through TBTs and are considered as serious impediments to maximizing trade opportunities;

WHEREAS, there is a need to monitor changes in technical regulations and conformity assessment procedures and strengthen the capability of stakeholders to voice out their specific trade issues;

WHEREAS, the BPS, complying with the transparency requirements of the WTO Agreement on Technical Barriers to Trade, sees the need for a stronger cooperation among regulators and industry through a national coordinating committee where ideas and comments on critical issues affecting trade can serve as inputs to policy direction on the country's trade competitiveness;

WHEREAS, the BPS, through the technical assistance provided by the EMERGE/USAID, is developing an on-line Standards & Conformance (S&C) Portal which will serve as the country's seamless resource and facility for standards, technical regulations, and conformity assessment procedures, TBT related issues, as well as a venue for the exchange and data sharing among various users and providers of standards and conformance information;

WITNESSETH, that:

WHEREAS, DTI, with the BPS, is the recognized National Standards Body in the Philippines by virtue of Republic Act No. 4109 and the National Focal Enquiry and Notification Point for the World Trade Organization (WTO) Agreement on Technical Barriers to Trade (TBT) on standards, technical regulations and conformity assessment procedures;

WHEREAS, DTI, with the BETP, is the primary government agencies mandated to deliver timely and relevant information and assistance to exporters and would-be exporters to enhance their capabilities and global competitiveness as suppliers of quality goods and services to international markets;

WHEREAS, DTI, with the FTSC, is a government agency that assists Philippine exporters with marketing information and trade complaints against foreign firms and governments; and support DTI in import and export administration, monitoring trade agreements, and investment promotion;

WHEREAS, DTI, with the BIS, is the primary government agency mandated to facilitate imports, administers import regulations on selected items, and monitors the importation of liberalized and sensitive items. It initiates and conducts preliminary investigations on dumping, countervailing, and safeguard measures;

WHEREAS, DTI, with the BITR, is the primary government agency mandated to engage and represent the country in bilateral, regional, and multilateral trade and investment negotiations,

WHEREAS, DA, with the BAFPS, is the primary government agency mandated to develop standards on agriculture and fishery products;

WHEREAS, DOH with BFAD, is the primary government agency mandated to implement laws, regulations and standards for processed foods, drugs, diagnostic reagents, cosmetics and household hazardous substances;

WITNESSETH

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WHEREAS, DA, with the BAFPS, is the primary government agency mandated to develop standards on agriculture and fishery products;

WHEREAS, DOH with BFAD, is the primary government agency mandated to implement laws, regulations and standards for processed foods, drugs, diagnostic reagents, cosmetics and household hazardous substances;

WHEREAS, DOH with BHD1 is the primary regulatory agency mandated to implement laws, regulations and standards for health and health-related devices and technology;

WHEREAS, DOST with the ITDI is the primary government agency mandated to establish and maintain a National Measurement Infrastructure System (NMIS) for Standards and Measurements pursuant to Republic Act No. 9236, or the National Metrology Act of 2003. It acts as the official arbiter in case of conflicts pertaining to the test and analyses of materials and products;

WHEREAS, DOTC with the NTC is the primary regulatory agency that exercises jurisdiction, supervision, adjudication and control over telecommunications facilities and services in the Philippines;

WHEREAS, the PCCI is the country's umbrella organization of small, medium and large industries as well as local industry associations mandated as the single voice of Philippine business;

WHEREAS, PHILEXPORT is the umbrella organization of Philippine exporters mandated to strengthen the country's export industry through export promotion and development programs;

WHEREAS, EDC is a government agency that oversees the implementation of the Philippine Export Development Plan (PEDP) and coordinates the formulation and implementation of policy reforms to support the PEDP;

WHEREAS, CAMPI is the leading automotive industry association composed of motor vehicle manufacturers and distributors;

WHEREAS, PIP is the national association of users, manufacturers/converters and suppliers of packaging materials and services;

WHEREAS, NACI is a voluntary, non-profit, non-stock organization formed to champion the rights of consumers nationwide;

WHEREAS, the PPSQF promotes collaborative approaches between industry associations and DTI field offices and BPS in order to expand quality/environmental management practices in the country as well as support DTI/BPS capability building to carry out their functions in ensuring consumer welfare;

WHEREAS, the FPI as the recognized Voice of Industry, comprising of small to large industry associations and corporations, has continually represented the views and interests of the industrial community, its customer, and associates;

WHEREAS, the College of Engineering of DI.SU - Manila stands as model institution of research, as it supports research projects that respond to the needs of both the industrialized and the rural areas in the country. It is the only private Philippine university selected by ASEAN University Network to be part of the Southeast Asian Engineering Education Network (AUN/SEED-Net);

WHEREAS, in the true spirit of institutional cooperation, the Parties have agreed to cooperate and encourage productive collaboration in the management of the National Technical Barriers to Trade Coordinating Committee and in the development and operationalization of the S & C Portal towards the reduction of technical barriers to trade;

NOW, THEREFORE, for and in consideration of the foregoing premises, the Parties do hereby enter into this Memorandum of Agreement and jointly agree on the following terms and conditions:

ARTICLE I OBJECTIVE

The objective of this MOA is to develop closer working relationships and an organized mechanism in conducting consultations with government regulators and industry to respond to the global challenges of technical barriers confronting Philippine trade.

Specifically this MOA aims to:

- Engage representatives of the government and the private sector to raise, discuss, and deliberate on critical trade issues concerning TBTs; and
- Implement an effective private-public partnership to better position Philippine industries to compete in the global market.

ARTICLE II AREAS OF COOPERATION

The Parties to this Memorandum shall:

- Develop a mechanism to promptly address the possible adverse impact of varied notifications under the WTO TBT Agreement, as soon as they are issued, on Philippine trade;
- Designate members to the National TBT Coordinating Committee (Executive and Technical) as well as to the network of technical experts per sector/industry/organization;
- Contribute, share and update data/information on standards and conformance to assist Philippine business and industry to become globally competitive; and
- Assist in the promotion of the S & C Portal by providing an institutional website hyperlink and other information resources.

ARTICLE III ROLES AND RESPONSIBILITIES

A. The BPS shall

- Act as the central contact point among the members of the National TBT Coordinating Committee on TBT matters
- Provide the necessary technical and secretariat support to the National Technical Barriers to Trade Coordinating Committee
- Set-up an Export Alert System to notify in advance exporters of new and revised technical regulations of WTO member countries;
- Provide guidance to regulatory agencies, industry and other stakeholders in the preparation of comments in response to proposed foreign technical regulations and transmitting them to the concerned WTO member for consideration
- Assist the Philippine industry with standards-related trade issues and concerns and in the preparation of a national position paper on these issues and concerns;

- Notify the WTO Secretariat of proposed Philippine technical regulations and conformity assessment procedures issued by domestic regulatory agencies that might significantly affect trade of other WTO members;
- Provide stakeholders with information on standards, technical regulations and conformity assessment procedures in the Philippines and major trading partners through the S&C Portal;
- Manages the S&C Portal;
- Represent the Philippines, together with other delegates, in the WTO TBT Committee meetings; and,
- Identify, organize seminars/workshops/meetings and provide resource speakers, in coordination with the Committee members, to strengthen their understanding of the implementation of the WTO TBT Agreement.

B. Government and Industry shall

- Comment on TBT notifications issued by other WTO members (Philippine trading partners) affecting the country's trade interests;
- Put forward proposals and policy recommendations such as the need for taking national positions on critical issues;
- Report to BPS technical barriers to trade encountered by Philippine exporters;
- Assist the government in the conduct of background research and/or preparation of policy and technical papers to be submitted to the WTO Secretariat, Philippine Permanent Mission in Geneva and other concerned organizations; and
- For regulatory agencies, to provide BPS with texts of proposed technical regulations and/or conformity assessment procedures for transmittal to the WTO Secretariat.

ARTICLE IV ARRANGEMENTS

In order to accomplish the objectives of this MOA, the Parties shall jointly establish and provide operating policy guidelines and procedures for the National Technical Barriers to Trade Coordinating Committee and the Standards and Conformance Portal.

The Terms of Reference (TOR), attached hereto as Annex A, which gives the detailed duties and responsibilities of involved Parties, shall be adopted upon signing of the MOA. Any amendments to the TOR shall be subject to the approval of the TBT Com.

Members of the TBT Coordinating Committee shall meet on a quarterly basis or as agreed upon by the members to discuss their work program and further agreements and programs of cooperation.

ARTICLE V AMENDMENTS

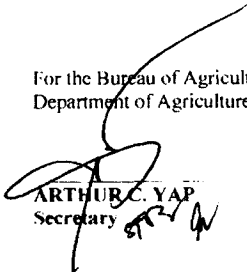
This MOA may be amended by mutual consent of the Parties, provided that notice be given to the Parties prior to the amendment taking effect.

**ARTICLE VI
EFFECTIVITY**

This MOA shall take effect immediately upon signing of all the Parties herein and shall remain and continue in force and effect unless sooner terminated by all Parties hereto.

IN WITNESS WHEREOF, the Parties have hereunto set their hands this ____ day of ____ at ____ City, Philippines.

For the Bureau of Agriculture and Fisheries Product Standards
Department of Agriculture


ARTHUR C. YAP
Secretary

DEPARTMENT OF AGRICULTURE
In replying pls cite this code
For Signature: S-07-07-0043
Received 07/06/2007 03:31 PM

For the Bureau of Food and Drugs and Bureau of Health Devices and Technology
Department of Health


FRANCISCO T. BUQUE II
Secretary

For the Bureau of Product Standards, Bureau of Export Trade Promotion, Bureau of Import Services, Bureau of International Trade Relations, and Foreign Trade Service Corps
Department of Trade and Industry

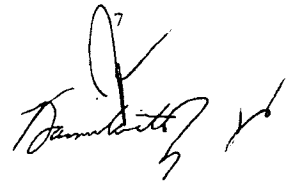

PETER B. FAVILA
Secretary

For the National Telecommunications Commission
Department of Transportation and Communication


LEANDRO R. MENDOZA
Secretary

MOA-19

 
DOTC-OSCC OUTGOING 07-01579




For the Department of Science and Technology
Industrial Technology Development Institute


ESTRELLA F. ALABASTRO
Secretary

For the Philippine Chamber of Commerce and Industry


SAMIE LIM
President


For the Philippine Exporters Confederation, Inc.


SERGIO R. ORTIZ-LUIZ, JR.
President

For the Chamber of Automotive Manufacturers of the Philippines


ELIZABETH H. LEE
President

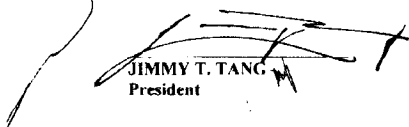
For the Packaging Institute of the Philippines


HENRY L. GAW
President

For the Nationwide Association of Consumers, Inc.


JOSE P. PEPITO
President

For the Philippine Product Safety & Quality Foundation, Inc.



JIMMY T. TANG
President



For the Federation of Philippine Industries


JESUS L. ARRANZA
President

For the De La Salle University – Manila


BR. ARMIN A. LUJASTRO FSC
President



Signed in the presence of:

Witness _____

Witness _____

Appendix B:

Terms of Reference of the National TBT Coordinating Committee

Annex A

Terms of Reference National Technical Barriers to Trade Coordinating Committee

Background

With the accession in 1995 of the Philippine government to the WTO, the Bureau of Product Standards (BPS) under the Department of Trade and Industry (DTI) signed the WTO Agreement on Technical Barriers to Trade (TBT). The TBT Agreement aims to facilitate trade and reduce market fragmentation by removing impediments to trade resulting from the creation of technical barriers to trade (TBTs). These TBTs are in the form of technical regulations, standards and conformity assessment procedures.

As signatory to the said international agreement, the Philippines complied with the transparency obligation (Articles 2.9, 5.6 and 10) by the (1) designation of the BPS as the country's Focal Enquiry and Notification Point on standards, technical regulations and conformity assessment procedures and (2) notification to the WTO Secretariat products for which new technical regulations are being formulated, immediately after they are available at national level in draft form for comments by stakeholders.

Regulatory authorities identified under the Consumer Act of the Philippines are required to submit to the BPS the technical regulations they proposed to adopt, in all cases where such regulations are not based on international standards and may have an effect on international trade. The BPS notifies the WTO Secretariat as soon as the drafts are published. The purpose of the notification system is to bring the drafts to the attention of other WTO member countries, and through them their industry and relevant stakeholders are given the opportunity to comment on the drafts within 60 days, to ensure that the product specifications applied and the process and production methods used in their respective countries are adequately taken into account by the notifying country in adopting final technical regulations. Through this process, the WTO TBT Agreement tries to ensure that the whole system of technical regulations is open and transparent.

As per evaluation of the measures undertaken by the BPS to comply with the said commitment, some weaknesses were identified peculiar to the transparency provision which need to be addressed by the Bureau to improve the implementation of the TBT Agreement. Among the enhancements considered were on the (1) setting-up of an effective mechanism through the National TBT Coordinating Committee (TBT Com) to promptly address the adverse impact of varied notifications under the TBT, as soon as they are issued, on Philippine trade; (2) formation of a network of technical experts/commentators; and, (3) development of the Standards and Conformance Portal to facilitate access to information on standards and conformance including TBT measures.

Article 1: Objectives

The following are the main objectives of the TBT Com:

- 1.1 To examine the effective implementation of the Philippine's right and obligations under the WTO Agreement on Technical Barriers to Trade.

- 1.2 To coordinate implementation issues related to technical barriers to trade with regulatory authorities, industry, consumer organizations and the academe, among others.
- 1.3 To provide inputs related to standards, technical regulations and conformity assessment procedures for international, regional and bilateral negotiations between the Philippines and other WTO member countries.

Article 2: Scope of Work

- 2.1 Provide BPS with recommendations on strategic direction, policy advice and high level technical coordination relative to the effective implementation of the WTO Agreement on Technical Barriers to Trade and other bilateral, regional and multilateral agreements.
- 2.2 Link with other sources of information on standards, technical regulations and conformity assessment procedures and related trade information specifically of the Philippines major trading partners.
- 2.3 Discuss, evaluate and address specific trade issues/concerns that may arise from the application of TBT measures and recommend solutions.
- 2.4 Form a network of technical experts to provide inputs/comments on proposed standards, technical regulations and conformity assessment procedures issued by other WTO members which may have a significant effect on Philippine trade.
- 2.5 Identify, analyze and propose capacity building programs to strengthen the TBT Com members understanding and implementation of the WTO TBT Agreement.

Article 3: Composition

- 3.1 The TBT Com shall be composed of members from identified regulatory agencies involved in the development, adoption and application of technical regulations, private sector, and other government agencies directly involved in /supportive of the promotion of exports.
- 3.2 The TBT Com shall be divided into two groups namely:
- Executive Committee shall function as a policy making body. Its members shall come from the following:
 - ✓ Department of Agriculture- Bureau of Agriculture and Fisheries Product Standards (BAFPS)
 - ✓ Department of Health – Bureau of Food and Drugs and Bureau of Health Devices and Technology (BFAD)
 - ✓ Department of Trade and Industry Bureau of Product Standards (BPS), Bureau of Export Trade Promotion (BETP), and Export Development Council (EDC)

- Technical Committee shall provide inputs and recommendations to the Executive Committee relating to the elimination of TBTs and other measures intended to safeguard Philippine trade interest. Its members shall come from the following:

- ✓ Department of Transportation and Communication - National Telecommunications Commission (NTC)
- ✓ Department of Science and Technology - Industrial Technology Development Institute (ITDI)
- ✓ Department of Trade and Industry - Bureau of Product Standards (BPS), Bureau of Import Services (BIS), Bureau of International Trade Relations (BITR), and Foreign Trade Services Corps (FTSC)
- ✓ Chamber of Automotive Manufacturers of the Philippines (CAMPI)
- ✓ Packaging Institute of the Philippines (PIP)
- ✓ Philippine Chamber of Commerce and Industry (PCCI)
- ✓ Philippine Exporters Confederation Inc. (PHILEXPORT)
- ✓ Nationwide Association of Consumers, Inc. (NACI)
- ✓ De La Salle University - College of Engineering (DLSU)
- ✓ Philippine Product Safety & Quality Foundation, Inc. (PPSQF)
- ✓ Federation of Philippine Industries (FPI)

Article 4: Structure and Terms of Office

The TBT Com shall comprise of:

4.1 Chairman

Executive Committee - Bureau Director or President of the Association

Technical Committee - Manager, Division Chief or equivalent rank

4.2 Members shall come from the government and business/trade-industry associations.

4.3 Secretariat work shall be provided by the BPS WTO TBT Enquiry Point and Services.

4.4 Chairperson and members shall serve for a term of three (3) years and may be extended for another term of three (3) years by the BPS Executive Committee.

4.5 Recruitment of new or additional members shall be made in any of the following cases:

- Expertise needed to address present issues/concerns
- Member is no longer interested to serve as member
- Member has resigned
- Member transferred to another organization.

4.6 Principal members of the TBT Com shall provide their respective alternates who shall attend meetings in the event that the principal is unable to do so due to unavoidable circumstances.

4.7 Grounds for removal of membership:

- Absence by any member (principal or alternate) for three (3) consecutive meetings without prior notice and/or justification
- Breach of faith regarding commitment to confidentiality

5.1 To enable the TBT Com to come up with objective, factual and substantial comments, a "Network of Technical Experts" shall be drawn from the government, business and industry, consumers and the academe. Scope of work of such experts shall be as follows:

- Review, evaluate and provide comments on proposed measures (standards, technical regulations and conformity assessment procedures) that may have a significant effect on Philippine trade with other WTO member countries
- Recommend to BPS the preparation of a Philippine position paper to address critical trade issues, if necessary
- Attend meetings to provide technical inputs upon request/invitation and as deemed necessary by the TBT Com

5.2 Identification and selection of the technical experts shall be left to the discretion of their respective organizations.

Article 6: Duties and Responsibilities of Chairman and Secretariat

6.1 The Chairman (Executive/Technical Committee) shall be responsible to the Director of the Bureau of Product Standards. He/she shall preside every meeting of the TBT Com and ensure that all interests are heard, keep discussion to the point, judge when a consensus of opinion has been reached and express it by summing up process in order that the minutes are clear and precise. The Chairman shall conduct all meetings at all times in an impartial manner. In the event that the Chairman is not available, members present may elect among themselves a Protem Chairman to preside at that meeting.

6.2 The Secretariat of the TBT Com shall be responsible to the Chairmen of the Executive and Technical Committees. It shall document proceedings of meetings; prepare regular reports on the TBT Com activities; arrange and organize meetings upon instruction of the Chairs of the Executive and Technical Committees and maintain the Directories of the Members of TBT Com and Technical Experts.

Article 7: Meetings

7.1 Meetings of the Executive Committee (policy making body) shall be done on a quarterly basis. The Technical Committee shall meet as mutually agreed upon by members to come up with the required positions/reactions to notifications and other TBT issues.

7.2 The Secretariat of the TBT Com shall summon a meeting giving two (2) weeks notice of the meeting when possible and the business to be transacted whenever he/she is directed to do so by the Chairperson. In case, there is an urgent matter for which the TBT Com needs to be convened then a shorter notice is allowed.

7.3 Any member of the TBT Com may request to convene a meeting, subject to the approval of the Chairperson of the Executive Committee, after consultation with other members.

- 7.4 Meetings of the TBT Com shall be presided over by the Chairman of the Committee (Executive or Technical) or, in his/her absence, by the Co-Chair, or Protem Chairman.
- 7.5 The Chairman and two members of the Technical Committee, to be identified by the members themselves, shall attend the Executive Committee meeting to report on the progress of work program and provide further inputs or clarifications related to their areas.
- 7.6 Every decision before the TBT Com shall be determined by consensus of all members voting.
- 7.7 For urgent matters, the Chairman of the Executive Committee may proceed to seek viewpoints and resolve issues by way of circulation of documents or the urgency to hold a special meeting of the TBT Com. Moreover, the rule of majority (50% +1) shall be implemented when voting on policies for recommendation.
- 7.8 Resource persons and experts from the government and industry may be invited to participate and provide inputs during the meetings subject to the guidelines set by BPS.

Article 8: Timetable

- 8.1 The TBT Com shall commence its work immediately after the approval of the Memorandum of Agreement (MOA).
- 8.2 The provisions of the approved MOA may be amended by written agreement of all members. All amendments shall become effective upon approval by the majority.

Article 9: Posting in the Standards and Conformance Portal

The following shall be posted in the Standards and Conformance Portal for transparency purposes:

- Members of the TBT Com and Technical Experts
- Summary of the minutes of meetings
- WTO TBT notifications and corresponding texts of technical regulations
- Comments made by stakeholders and national position paper, if necessary
- Text of the Agreement on Technical Barriers to Trade
- Guidance to Industry on How to Prepare Comments
- Selected documents issued by the WTO Secretariat
- TBT Notification Form (downloadable)

Appendix C:

Guidelines on commenting on WTO notifications on standards and technical regulations



GUIDANCE TO PHILIPPINE INDUSTRY IN THE SUBMISSION OF COMMENTS ON TBT NOTIFICATIONS

WHAT TO SUBMIT?

- Comments submitted by:

- Name
- Position
- Organization
- Date Submitted
- Notification commented on (TBT Notif.: No. and Title)

- Issue Statement

The reason you are submitting comments should be stated clearly and concisely (e.g. the proposed technical regulation does not reference an existing international standard that would accomplish the same purpose as the proposed regulation.)

BPS recommends you focus your issue statement on technical aspects of the proposed regulation or regulations with which you have issues.

- Supporting rationale statement

You should provide rationale to support your issue statement.

BPS recommends you focus your supporting rationale statement on technical aspects of the proposed regulation or regulations with which you may have issues.

- In case of a problem meeting proposed date of entry into force

If your organization will not be able to comply with the proposed regulation or conformity assessment procedure by the proposed date of entry into force, it would be helpful to suggest a date by which your organization will be able to comply.

Comments shall be submitted by e-mail at least 3 working days before the closing date for comments to bps@dti.gov.ph. Hard copy of comments will be accepted by postal mail or fax it at (632) 751-4706 for at least 7 working days before the closing date for comments.

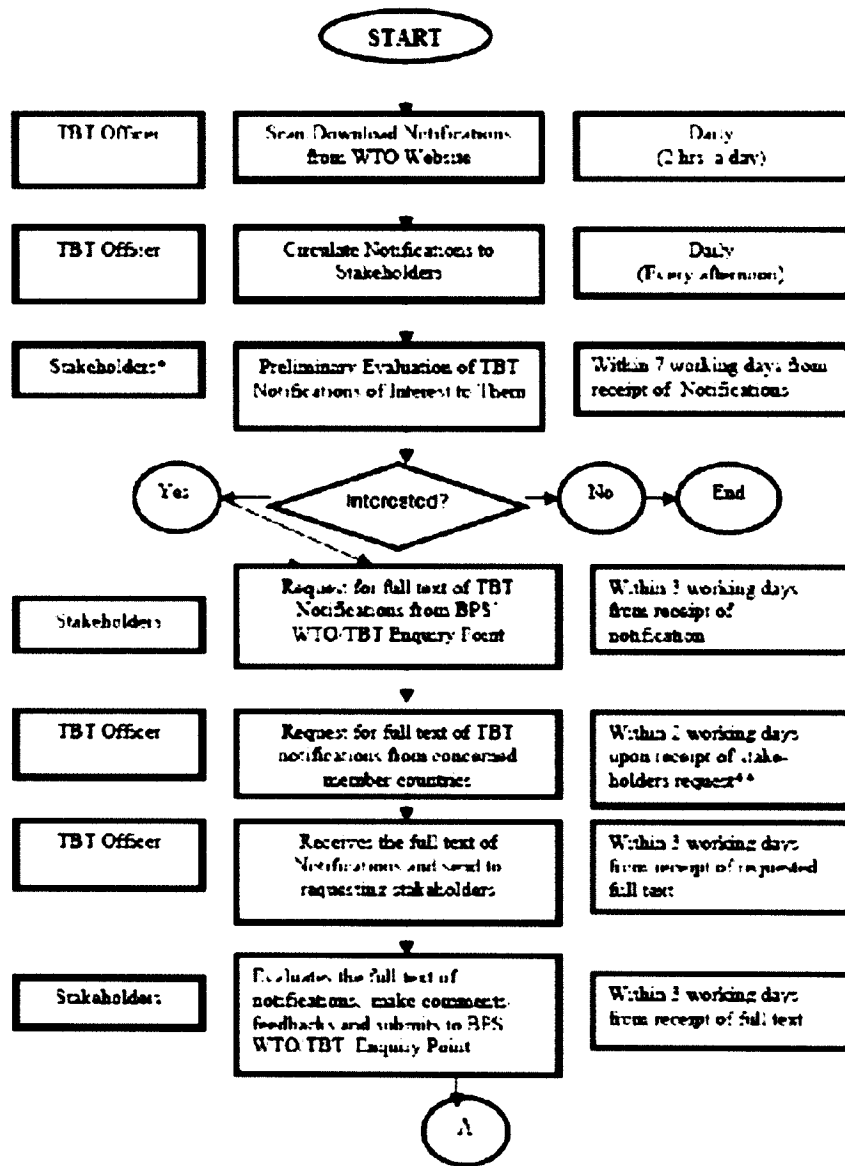
BUREAU OF PRODUCT STANDARDS

3rd Trade and Industry Building
26th Sen. Gil Puyat Avenue, Makati City, 1200 Philippines
Telephone (632) 751-3123, 751-4736; 751-4749 • Fax (632) 751-4706
E-mail: bps@dti.gov.ph • www.bps.dti.gov.ph

Membership:

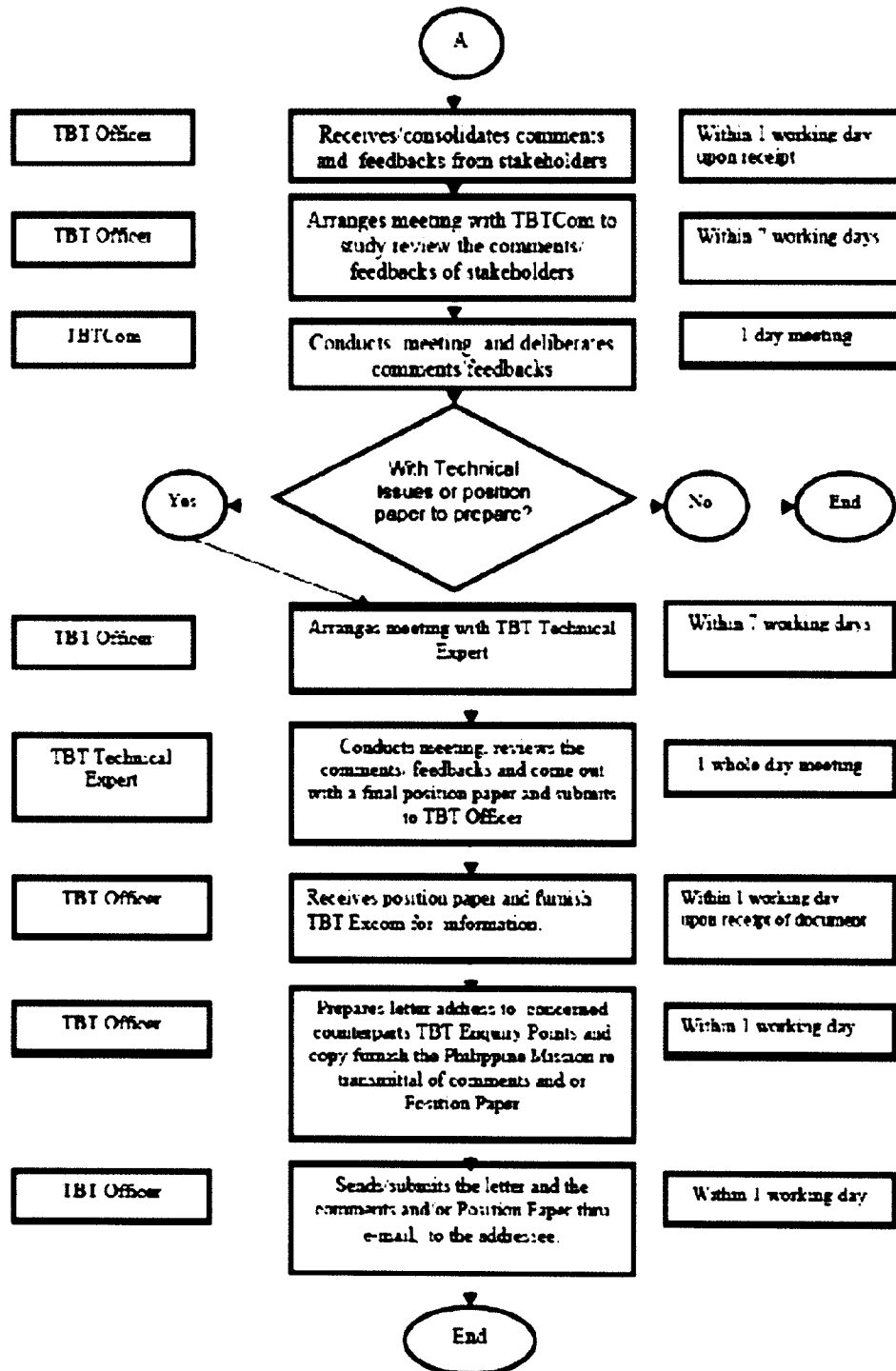
- International Organization for Standardization (ISO)
- International Accreditation Forum (IAF)
- International Laboratory Accreditation Cooperation (ILAC)
- Endorsement Point for WTO Technical Barriers to Trade (TBT) A++

PROCESSING OF INCOMING TBT NOTIFICATIONS

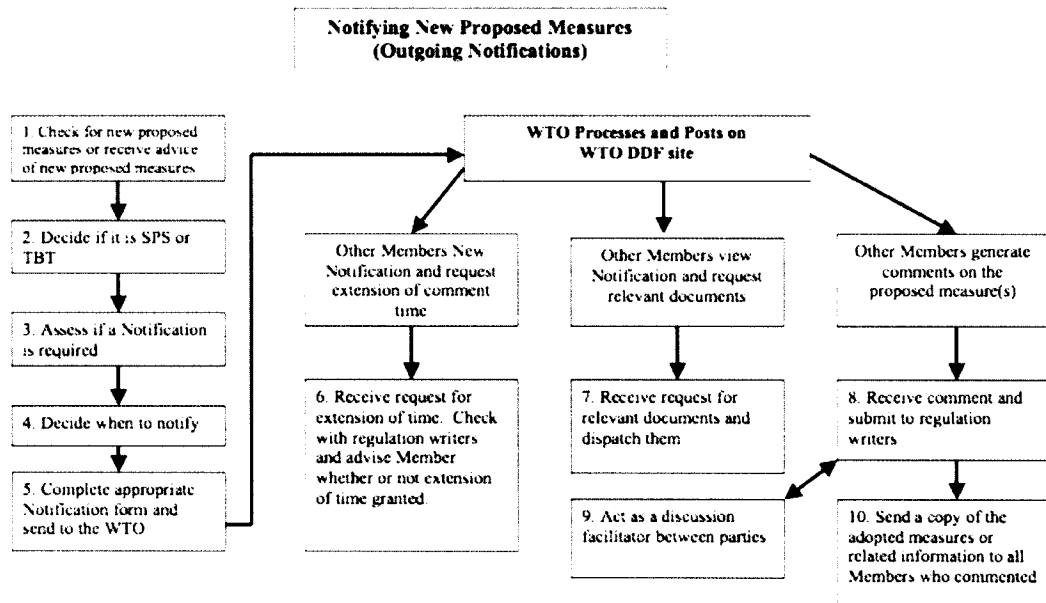


* Exporters, Trade Industry Associations, Government Regulatory Agencies, Consumer Groups and the Academy

**Subject to the response of concerned member country



PHILIPPINES NOTIFICATION FLOW CHART
(Notification of New Proposed Measures)



Appendix D:

Directory of the National TBTCOM and the Network of Technical Experts

EXECUTIVE COMMITTEE

Organization	: Bureau of Agriculture and Fisheries Product Standard (BAFPS) - DA
Member's Name	: Gilberto F. Layese
Designation	: Director
Office Address	: BPI Compound, Visayas Avenue, Diliman Quezon City
Telephone No	: (632) 920- 6133, (632) 920-6132
Fax No	: (632) 920-6134
Email	: rodelnpanganiban@yahoo.com
Website	: www.bafps.da.com
Alternate	: Rodolfo N. Panganiban
Designation	: Senior Science & Research Specialist
Contact Person	: Rodolfo Panganiban
Organization	: Bureau of Food And Drugs (BFAD) - DOH
Member's Name	: Joshua Ramos
Designation	: Deputy Director III
Office Address	: Department of Health, Civic Drive Filinvest Corporate City, Alabang Muntinlupa City
Telephone No	: (632) 842-5606
Fax No	: (632) 842-5606
Email	: joshua_8479@yahoo.com, laboy_virginiafrancia@yahoo.com
Website	: www.doh.gov.ph
Alternate	: Virginia Francia C. Laboy
Designation	: Officer in Charge – Policy Planning & Advocacy Division
Contact Person	: Virginia Francia C. Laboy
Organization	: Bureau of Health Devices and Technology (BHDT) - DOH
Member's Name	: Agnette P. Peralta
Designation	: Director IV
Office Address	: Bldg. 24, San Lazaro Compound, Rizal Ave. Sta. Cruz, Manila
Telephone No	: (632) 743-8301 loc 3402 / 3408
Fax No	: (632) 711-6016
Email	: apperalta@co.doh.gov.ph mccmatienzo@yahoo.com ccmatienzo@co.doh.gov.ph
Website	: www.doh.gov.ph
Alternate	: Cecilia Matienzo
Designation	: Division Chief, Medical Non-Radiation Device Regulation Division
Contact Person	: Cecilia Matienzo

Organization : **Bureau of Export Trade and Promotion (BETP) – DTI**
 Member's Name : Michael Dodjie R. Fabian
 Designation : Director III
 Office Address : G/F DTI International Building
 375 Sen Gil. Puyat Ave., Makati City
 Telephone No : (632) 890-4693
 Fax No : (632) 899-0111
 Email : betpepbfb@dti.gov.ph,betpdrf@dti.gov.ph
 Website : http://tradelinephil.dti.gov.ph
 Alternate : Estrella B. Ferrer
 Designation : Supervising Trade & Industry
 Development Specialist
 Contact Person : Belen Rabutaso

Organization : **Bureau of Product Standard (BPS) - DTI**
 Member's Name : Jesus L. Motoomull
 Designation : Director
 Office Address : 3rd Floor, Trade and Industry Building,
 361 Sen Gil Puyat Avenue, Makati City
 Telephone No : (632) 751-3123,(632) 751-4749
 Fax No : (632) 751-4706,(632) 751-4731
 Email : bps@dti.gov.ph
 Website : www.bps.dti.gov.ph
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 Contact Person : Herminia F. Gamit

TECHNICAL COMMITTEE

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 Contact Person : Zoraida Ang

Organization : **Bureau of Product Standard (BPS) - DTI**
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Organization : **Foreign Trade Service Corps (FTSC) - DTI**
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NETWORK OF TECHNICAL EXPERTS

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Organization : **Philippine Export Confederation
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Name : Roberto M. Locsin
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Organization : **Philippine Export Confederation
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Name : Felix Tiukinhoy
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Resourced Based (Marble , Marine Products, Herbal Products)**
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Appendix E:

Primer and Programme of the S&C Launching

● E-newsletter and Message Board

Subscribers get free e-newsletters and updates on the standardization activities in the country via e-mail. In addition, users can view and post comments/feedbacks in the virtual message board or even create a forum thread that is of interest to them.

Why use the S&C Portal?

- It facilitates a fast, efficient, and cost-effective way of obtaining extensive information on standards, conformity assessment requirements, and other trade-related technical regulations/laws;
- It assists exporters and other stakeholders to know, understand, and meet standards and technical requirements of the products of their target market(s);
- It allows stakeholders to review and comment on the TBT notifications by the WTO and the draft PNS developed by the BPS;
- It enhances access of Philippine exporters to international markets by increasing their knowledge and capacity to meet technical requirements and regulations and deal with the WTO/International trade related issues; and
- It links stakeholders to the various regulatory agencies, trade and industry associations; and international, regional, and national bodies involved in promoting and facilitating export and other trade-related activities.

How to avail of the portal's services?

To avail of the services offered by the portal, stakeholders are encouraged to visit and register to the S&C Portal at www.bps.dti.gov.ph.

Subscription to the Standards and TBT Alerts as well as the E-newsletter is absolutely free.

Who's behind the portal?

The S&C Portal is administered by the Department of Trade and Industry's Bureau of Product Standards (DTI-BPS), which is the National Standards Body of the Philippines and the WTO TBT Enquiry Point of the country.

It was set up through the joint technical assistance of the United States Agency for International Development's (USAID) Economic Modernization through Efficient Reforms and Governance Enhancement (EMERGE) Project and the European Union's (EU) Entidad Colaboradora de la Administración, S.A.U. (ECA, International), with support from the Philippine Exporters Confederation Inc. (PHIL-EXPORT) and the Philippine Chamber of Commerce and Industry (PCCI).

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Department of Trade and Industry

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www.bps.dti.gov.ph

S&C STANDARDS CONFORMANCE PORTAL

www.bps.dti.gov.ph

a one-stop information gateway on standards, conformity assessment activities, and trade-related regulations

A joint technical assistance of

Supported by

STANDARDS & CONFORMANCE PORTAL



What Is the S&C Portal?

The Standards and Conformance (S&C) Portal is an online facility that offers an easy access to a wide range of information on standards, regulations, and conformity assessment activities in the Philippines and other World Trade Organization (WTO) member countries.

It is a virtual one-stop information center that houses the Philippine National Standards (PNS), WTO Technical Barriers to Trade (TBT) Notifications; and other trade-related technical regulations of the Philippines as well as the country's major trading partners such as the USA, Japan, China, Singapore, Taiwan, Hong Kong, Europe, etc.

More importantly, the portal enables all stakeholders to provide comments/inputs on draft standards and proposed technical regulations issued by WTO members.

What are the features of the portal?

• Standards and TBT Alert Services



This is an automated e-mail notification service that prompts exporters and other stakeholders on new and revised standards and regulations that affect the local and global markets.

All stakeholders can provide inputs/comments on the notifications prior to becoming actual standards or laws.



TBT Alert Service enables exporters and other stakeholders to:

- access the full texts of draft regulatory measures/requirements of WTO member countries;
- review and submit comments on changes to technical regulations; and
- be updated on proposed administrative, documentary and/or legal requirements of the major trading partners/importing countries.



Standards Alert Service allows users to:

- monitor standardization activities in a particular field of interest;
- keep track of published or revised standards;
- be automatically notified on changes on standards; and
- view and comment on the draft standards under circulation.

These alert services are absolutely free. Interested parties only need to register online to receive the alerts.



• Web Store

Exporters and other stakeholders can search, browse and order/purchase PNS and other collection of standards and standard-related documents, handbooks, and publications online.

Purchased items are sent via e-mail or delivered right at your door step. It is a convenient and hassle-free way of getting the information wherever and whenever you need it.

• Catalog Online

The portal provides a complete list of published PNS, classified both by International Classification of Standards (ICS) and Harmonized System (HS) to provide optimum possibilities for the selection of standards/technical regulations interrelated by their subjects.

It integrates both the catalog of published standards, technical regulations/guidelines and the Bureau of Product Standards (BPS) technical programme on standards development.

It also features links to online catalogs of the different foreign national and international standards bodies to facilitate a faster and more efficient way of getting other trade-related information.

• Databases Online

Through the portal's cross-search facility, users can search multiple databases on:

- A. Foreign databases
 - Foreign Information Resources
 - Products Index Database (CS & HS)
 - TBT Notifications

B. Local databases

- Accredited Assessors
- Accredited Conformity Assessment Bodies
- Accredited Laboratory and Testing Centers
- Accredited Private Emission Testing Centers (PETCs)
- BPS Technical Committee
- Import Commodity Clearance (ICC) holders
- ISO 9000 and 14000 Certified Companies
- Library Holdings and Catalog
- Local and Foreign Alliances
- Philippine National Standards
- Philippine Standard (PS) series
- Products Index Database (CS & HS)
- Products under Harmonization/Registration
- Trade-related Laws and Regulations

PHILIPPINE EXPORTERS CONFEDERATION, INC. (PHILEXPORT)
2nd QUARTER GENERAL MEMBERSHIP MEETING
 June 28, 2007 * Ballroom A, Dusit Hotel Nikko

P R O G R A M

Theme: Addressing Technical Barriers to Trade for Increased Market Access

Part I: General Membership Meeting

1:30 – 2:00	Registration	
2:00 – 2:10	Invocation National Anthem	
2:10 – 2:20	Welcome Remarks	Mr. Paterno H. Dizon Chairman Trustee – Associate Sector
2:20 – 2:50	President's Report	Mr. Sergio R. Ortiz-Luis Jr. President Trustee – Resource-based Sector
2:50 – 3:00	Induction of New Members	Mr. Sergio R. Ortiz-Luis Jr.
3:00 – 3:15	Hedging Facilities for Exporters	Mr. Reynaldo G. David President Development Bank of the Philippines

Atty. Aniano G. Bagabaldo
 EVP/COO - PHILEXPORT
 Moderator

Part II: Launching of the Standards and Conformance Portal (with technical assistance from the USAID/EMERGE)

3:15 – 3:45	Message	Hon. Peter B. Favila Secretary Department of Trade and Industry
		Mr. Daniel Moore II Acting Mission Director United States Agency for International Development (USAID)
3:45 – 4:05	Testimony of Exporter on TBT Experience	Ms. Concepcion Tanglao VP – Corporate Planning Phil. Resin Industry, Inc.
		Mr. Carlos Antonio Palad Public Affairs Office Chemrez
4:05 – 4:30	Presentation of the S&C Portal	Engineer Jesus Motoomul Director – Bureau of Product Standards Department of Trade and Industry
4:30 – 5:00	Open Forum	
5:00 – 5:15	Response and Closing Remarks	Ms. Diana Santos Trustee – Associate Sector

Ms. Norma Hernandez
 Division Chief – Standards Development, Bureau of Product Standards
 Moderator

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